

# **Workforce Partnership of Greater RI**

## **Board of Directors**

**October 8, 2013**

**Present: Gip Cabral, Vanessa Cooley, Bob Cooper, Joe DeSantis, Thomas Fay, Victoria Gaillard-Garrick, Scott Greco, Kathleen Grygiel, Karen Jedson, Steve Kitchin, Peter Koch, Robert Langlais, Sharon Lee, Mark Mancinho, Dorothy Mattiello, Joe Oakes, Paul Ouellette, Gail Patry, Ray Pingitore, Scott Seaback, Lauren Slocum, Robin Ann Smith, Jason Vlaun, Jay Visnjic, James White, Paul Wielgus**

**Absent: Michael Black, Diane Cook, Alexis Devine, Guy Gauvin, Paul Harden, Wendy Kagan, Mark Riolo, Jennifer Rossi-Stephens, Darrell Waldron**

**WPGRI Staff: Kara Aniballi, Brian Gambardella, Sharon Geoffrey, Nancy Olson, Jo-Anne Thibedeau, Carlos Ribeiro Diane Vendetti**

**SWIO Staff: Pat Leduc-Pelletier**

**Guests: Jen Hetzel Silbert**

## **Welcome/Call to Order**

**Chair Steve Kitchin called the meeting to order at 8:07 a.m. and requested the Board review the minutes from September 10, 2013 Board of Directors meeting.**

**Vote: Paul Ouellette made a motion to accept the minutes. James White seconded the motion.**

### **Chairman's Report**

**Chair Kitchen reported he attended the quarterly workforce leadership meeting with Director Fogarty, Deputy Director D'Agostino, Rick Brooks, Bob Ricci, Janet Raymond, David Tremblay, Sue Chomka, and Nancy Olson. Chair Kitchen stated these meetings are held to keep all parties in communications with each other.**

### **Executive Directors Report**

**Executive Director Nancy Olson stated she completed the interview process with Matt Weldon and Sue Chomka for the two Assistant Coordinator positions. She will finish the paperwork this week and it will then be sent to Human Resources for the two individuals that are recommended.**

**Nancy proceeded to inform the Committee that she is working with Maria Ferreira from the DLT's Marketing Division and WPGRI's, Sharon Geoffrey, to update WPGRI's new website. Lauren Slocum offered to help test the site before it goes live.**

**Nancy reported that all WPGRI staff will be getting new computers as the current ones will not have technical support past December 31, 2013. She stated GRI has the funds in the budget for them.**

## **Board Resignations**

**With regret Chair Kitchen read Mark Riolo's resignation letter to the Board. Mark was from Exeter Job Corps. Chair Kitchen then read Michael Black's resignation letter to the Board. Michael was from the private sector and represented the manufacturing industry.**

**Vote: With regret Paul Wielgus made a motion to accept Mark's resignation. Ray Pingitore seconded the motion. The motion passed unanimously.**

**Vote: With regret Gip Cabral made a motion to accept Michael's resignation. Mark Mancinho seconded the motion. The motion passed unanimously.**

## **Board Appointments**

**Chair of the Board Development Committee, Paul Ouellette, stated Jennifer Rossi-Stephens from United Way has been appointed to the Board.**

## **Committee Chairs/Vice Chairs**

**Chair Kitchen requested the Chairs of the all the committees ensure they have a Vice Chair so work of the Committees can ensue in the absence of the Chairs. If a committee does not have a Vice Chair**

**Steve asks one be appointed as soon as possible.**

### **Marketing Committee**

**At the Strategic Retreat it was suggested for WPGRI to develop a Marketing Committee. Chair Kitchin requested a vote to create an Ad Hoc Marketing Committee.**

**Vote: Lauren Slocum made a motion for WPGRI to create an Ad Hoc Marketing Committee. Joe Oakes seconded the motion. The motion passed unanimously.**

### **Strategic Retreat**

**Facilitator of WPGRI's Strategic Retreat Jen-Hetzel Silbert was present to discuss her report from the Strategic Retreat. Jen proposed a template called the Dashboard to measure the progress of WPGRI's top 5 Strategic Priorities. Jen also compiled all her findings from the retreat in the 2014-15 Strategic Retreat Report.**

### **Committee Reports**

#### **Strategic Development**

**Chair of the Strategic Development Paul Harden stated he is working on setting up a meeting with Workforce Solutions of Providence/Cranston and the State Workforce Board to discuss customized training.**

### **Youth Council**

**Chair of the Youth Council, Gip Cabral, invited fellow Board member Jay Visnjic to speak about his involvement with PY13 Summer youth program.**

**Jay Visnjic stated Hampton Inn and Suites of Warwick partnered with Comprehensive Community Action Program's summer employment and training program and contracted to take 2 youth for the summer employment program. Jay ended up accepting 18 youth to work in the hotel for the summer. Jay also plans on trying to get other hotels in the area to become involved with the summer youth program next year.**

**There were no other Committee reports.**

### **Adjournment**

**Chair Kitchin requested a motion to adjourn the meeting at 9:20.**

**Vote: Lauren Slocum made a motion to adjourn the meeting. Robin Ann Smith seconded the motion. The motion passed unanimously.**

**Respectfully submitted,**

**Kara Aniballi**